

ADMINISTRATION TEAM MINUTES

Date: June 10, 2005
Time: 9:00 am
Place: Tacoma AGC Building

<u>Attending</u>	Mark Borton	_____	Tim Hayner	✓	Cathy Nicholas	✓
	Jerry Brais	✓	Ann Hegstrom	_____	Ken Olson	_____
	Forrest Dill	_____	David Jones	✓	Mark Rohde	✓
	Bob Glenn	_____	David Mariman	✓	Mark Scoccolo	✓
	Paul Gonseth	✓	Craig McDaniel	✓	Dave Standahl	✓
	Mike Hall	_____	Tina Nelson	_____	Greg Waugh	_____
	Tom Zamzow	✓				

Opening WSDOT is not setting DBE goals due to the recent court decision against the Department. WSDOT has not appealed the decision, and will not set goals until the Office of Equal Opportunity completes a disparity study and reviews their goal setting methodology. This does not affect DBE reporting requirements on current projects, it only eliminates Condition of Award goals from future contracts.

The minutes of the prior meeting were accepted without comment.

Roundtable The roundtable was skipped in the interest of time.

New Business - Revisions to Traffic Control Provisions

A few revisions were brought before the team for input; the precision of items measured by the hour, payment for TCS, sign covering, and Lump Sum payment for incidentals.

The old provision used to specify that portions of an hour were rounded up to the full hour for items like Flaggers, Labor, and operation of devices. This statement was removed from the provision, and the Construction Manual included guidance for some, but not all, of the items covered by the old provision. This has proven to be unworkable and resulted in variability in administering this work. The proposal to restore the precision of measurement was accepted by the team, with recognition that it was more appropriate for the specification than for the Construction Manual. It was agreed that the

measurement precision was appropriately defined in section 1-09.1, and that it would apply to all items measured by the hour, but not apply to force account.

The Traffic Control Supervisor duties often overlap with the duties of Flaggers and Spotters, and Other Traffic Control Labor. Some loose language in the measurement and payment provisions needs to be tightened up in order to clarify that Flagger or Labor hours may be paid for a TCS performing those duties.

A conflict exists when the item for sign covering is included in the proposal because payment for Class A signs includes covering permanent signs that conflict with the current traffic configuration. A minor adjustment of the measurement language corrects this.

The group discussed a suggestion to write a laundry list of work included in the lump sum item for Other Temporary Traffic Control. The item includes payment for work such as providing devices and vehicles, but the work is not specifically described in the provision. It was concluded to leave it as written, since listing (or not listing) work is problematic.

Old Business – Erosion Control Certification

This topic was brought to the team during the May 20, 2005 meeting, and involved ESC Lead Certification required by Section 8-01.3(1)B. Craig McDaniel reported that the WSDOT Statewide Erosion Control Coordinator has accepted the Department of Ecology training course as equivalent to the WSDOT course.

Tort Claims

This was the last call for discussion on this topic. The Standard Specifications will include a provision that permits WSDOT to take action if a contractor fails to respond to a tort claim within the specified time. Feedback from this team has been taken into consideration and this provision will move forward. A discussion of local agency application of this provision resulted in a conclusion that a special provision would be required for locals to specify their equivalent of the WSDOT Risk Management office.

Time for Completion – Variable Start Date

Three draft provisions were circulated for final comments and approval. The Variable Start (Contractor controls start) provision was revised since last time to remove the “not earlier/later than” fill-in. The provisions for Variable Start (State controls start) were modified to revise section 1-08.4 instead of supplement, and to remove the reference to “Notice to Proceed.” The provisions for Fixed Start were changed to revise section 1-08.4 rather than supplement.

The team voted to approve each provision as written.

Time for Completion – Alternate Shifts

The discussion opened with a question, is this provision worth pursuing? The issue is predominantly how to charge time for night work, and projects constructed using a 4-10's schedule. Challenges exist where lane closures are prohibited on Fridays, charging half-days on weekends to conform to the definition of working days, and charging days where multiple shifts are worked. The team consensus was that Construction Manual guidance is not sufficient to address these concerns, they need to be specified so that they can be bid. It was agreed that a GSP for defining a working day is a good idea, and that it should address night work and multiple shifts. The team agreed to start fresh on this effort when meetings resume in September.

Time for Completion – Critical Materials suspension

A new GSP has been created to address HMA mix design verification and contract time. Current critical materials provisions are specific to signal and electrical components. The need extends to other fabricated items, but not all fabricated items require a critical materials suspension. The team agreed that a list should be generated to account for all critical materials that may require a suspension, and the team should bring their ideas to the next meeting in September.

Time for Completion – Work not Allowed

The intent of this provision is to specify how time will be charged when work is prohibited due to traffic volumes, civic events, environmental work windows, etc. This all ties in to whether the work is a critical activity. Section 1-08.5 could be modified to define a day that the contract prohibits critical work as a nonworking day. A good discussion was cut short by the noon bell.

Next Meeting

The next meeting is scheduled for September 9th, with agenda items to follow. The meeting adjourned at 12:00 noon.

Subject Area	Sponsor
Section 1-08.3	Craig McDaniel
1-08.3 alternate simple job	Paul Gonseth
1-08.3 alternate complex job	Forrest Dill
Section 1-08.4	Mike Hall
Section 1-08.5	Paul Gonseth/Greg Waugh
Section 1-08.5 (sub) Critical Materials Spec	Mark Borton
Section 1-08.5 (sub) Variable Start Date	Dave Standahl

Section 1-08.5 (sub) Alternate Shifts (could be a family of specs)	Tim Hayner
Section 1-08.5 (sub) Work not Allowed (events, traffic, permit provisions)	Paul Gonseth
Section 1-08.6	Dave Jones
Section 1-08.7	Ann Hegstrom
Section 1-08.8	Mark Scoccolo
Review, Summarize Region Specials	Craig McDaniel

Team's "Round Tuit" List (cont)

1. Tort Claims Liability/Accident Reports
2. Bid Item for On-site Overhead
3. Disputes Review Boards
4. Joint Training—Documentation
5. Payroll, Wage Administration procedures
6. Materials on Hand provisions
7. Web-Based Construction Management